

AMENDMENT 2

EXHIBIT A

This is Amendment 1 to Exhibit A to the Award Agreement entered on May 20, 2019 by and between Coastal Community Resilience, Inc., d.b.a. RISE and Wetlands Watch, Inc.

PHASE TWO – PROJECT DEVELOPMENT AND IMPLEMENTATION

STATEMENT OF WORK AND BUDGET

Period of Performance: October 7, 2019 – December 31, 2021

The Landscape Resilience Partnership Project, lead by Wetlands Watch in association with the Chesapeake Conservation Landscaping Council (CCLC), Chesapeake Bay Landscape Professional (CBLP) Coordinators, Hirschman Water and Environment, LLC (HWE) and CBLP instructors, shall use RISE grant funding to develop and implement a system of Green Infrastructure (GI) training and credentials for a resilient Hampton Roads Workforce. The system will consist of different levels of training and/or credentials:

- **The collaborative resilience laboratory (Collaboratory)** will provide approximately 20 to 40 university students (from Virginia universities) with career development and applied learning opportunities. Working with Hampton Roads localities, NGOs, regional technical experts and universities, students will be provided with projects that produce innovative adaptation and resilience tools, strategies, and designs for communities in Hampton Roads.
- **CBLP Level 1**, a professional GI training and certification program designed for individuals seeking entry into or upskills within the GI Workforce, will expand the number GI professionals in Hampton Roads by approximately 30 to 50 people.
- **CBLP Level 2**, an advanced GI design and/or install training and certification program, will be piloted and established as a regularly scheduled CBLP Level 2 location and seeks to upskill 15 to 20 existing Level 1-certified CBLPs with advanced skills to properly design and install GI practices and sustainable landscapes.
- **The CBLP Maintenance Crew Training and Certificate program**, a certificate course designed to cover basic landscape maintenance of GI best management practices, will be developed and piloted in Hampton Roads. The goal is to develop a low-cost training platform and feeder for the two professional level certifications: CBLP Levels 1 and 2. The pilots will result in upskilling of approximately 25 to 35 stormwater maintenance crew workers.
- **Five GI and Resilience Workshops** will be developed and delivered in collaboration with HWE, CBLP, Hampton Roads local governments, regional green infrastructure experts, and/or the Hampton Roads Planning District Commission. These workshops will serve dual purposes, providing professional development in GI and resiliency for certified CBLPs and other Hampton Roads professionals, marketing the CBLP program and recruiting future certified CBLPs. The result is approximately 80 upskilled Hampton Roads professionals and a series of resilience workshop agendas and formats that can be shared with other regions throughout the Chesapeake Bay Region.

- **The CBLP-Associate (CBLP-A)**, an entry level GI workforce development certificate program, intended to provide an introduction and consistent training in GI and sustainable landscaping for young people, will expand into and establish 3 dedicated training locations, Kellam High School in Virginia Beach (Kellam), Virginia Beach Technical and Career Education Center (VoTech), and Elizabeth River Project (ERP) and build a cadre of approximately 45 Hampton Roads CBLP-A Trainees.

During all applicable trainings, CBLP shall use the RISE approved intake registration forms to gather name, affiliation, job title, annual income level, residence address, business/non-profit address, and sign in sheets from each day of training. At the top of the forms, CBLP shall note information is being collected as a condition of funding by Commonwealth of Virginia’s Housing and Urban Development Community Development Block Grant National Disaster Resilience (HUD CDBG-NDR) funding awarded to Wetlands Watch by Coastal Community Resilience, Inc., DBA RISE.

Task 2.2 Collaboratory Knowledge Dissemination Resilience Projects Collaboratory Events & Activities

Wetlands Watch will work with Hampton Roads localities, NGOs and universities to deliver four Collaboratory projects. This collaborative resilience laboratory aims to produce innovative adaptation tools, strategies, and designs in tidewater Virginia by linking academic community programs with real-world needs in coastal communities, helping speed adaptation and incubating a community of practice. Wetlands Watch will recruit Virginia’s academic institutions that have capstone, studio, or community practice requirements, and match them with communities in Hampton Roads seeking immediate and practical solutions to pressing adaptation problems.

Task 2.2 Deliverable

- Four Mid-semester reports for subtasks 2.2.1a-d summarizing:
 - Collaboratory project areas and brief descriptions selected for study
 - Number of students and universities engaged
 - Number of meetings and attendees per meeting, including their affiliations
- Four final reports for subtasks 2.2.2a-d for public knowledge dissemination

Task 2.2 Subtasks

- 2.2.1a-d – Collaboratory projects #1-4: planning, scoping and research
- 2.2.2a-d – Collaboratory projects #1-4: final knowledge dissemination reports

Tasks 2.2 Completion Timeline

- 2.2.1: (a) Nov. 2019, (b) April 2020, (c) Nov. 2020, (d) April 2022
- 2.2.2: (a) Jan 2020, (b) June 2020, (c) Jan. 2021, (d) June 2021

Task 2.3: Green Infrastructure Workforce Development CBLP Level 1 Trainings (3)

Wetlands Watch will work with Chesapeake Conservation Landscaping Council (CCLC), Chesapeake Bay Landscape Professional (CBLP) Coordinators, Hirschman Water and Environment, LLC (HWE) and CBLP Level 1 instructors to execute 3 Level 1 CBLP certification trainings and certification processes to increase the number of Hampton Roads workforce/professionals in green infrastructure design, installation and maintenance & operation to address resilience needs of the Hampton Roads region. This effort focuses on upskilling of an existing Hampton Roads workforce from landscape-, development-, and stormwater-related fields. The first training will be in February 2020 at Old Dominion University in Norfolk; the second training will be scheduled in Summer 2020 in either James City County or Virginia Beach, and the third RISE funded training will be in Winter 2021 in Norfolk or Virginia Beach. Exact locations and dates will be established based on demand and host partners schedules and support. During the training seminar, trainees will not construct any stormwater practices.

Requirements:

- For the purposes of this work a “Hampton Roads trainee” is:
 - An individual who resides in Hampton Roads
 - An individual who may reside outside Hampton Roads but is employed in Hampton Roads by a business/non-profit based in Hampton Roads
- Although individuals other than Hampton Roads trainees may enroll in the workshops and pursue Level 1 certification through the proposed event, only Hampton Roads trainees (see above) may benefit from RISE-funded scholarships.

Task 2.3 Deliverable

- 2.3.1a-c: A summary report for each Level 1 Training documenting the total number of registered people and people trained, including total number of registered and trained Hampton Roads trainees, their affiliation and annual income level.
- 2.3.2a-c: An updated report delivered in 2.1.3 indicating the number of CBLP certifications awarded to Hampton Roads trainees for the Level 2 training and total number of scholarships provided to Hampton Roads trainees.

Task 2.3 Subtasks

- 2.3.1a-c: Planning and delivery of three Level 1 trainings
- 2.3.2a-c: Proctor exams, grading, and certification process for three Level 1 trainings

Task 2.3 Completion Timeline

- 2.3.1a-c: Mar. 1, 2020, Sept. 30, 2020, Mar. 1, 2021
- 2.3.2a-c: April 30, 2020, Oct. 30, 2020, April 30, 2021

Task 2.4: Green Infrastructure Workforce Development Maintenance Crew Trainings (2)

Awardee will execute two Chesapeake Bay Landscape Professional (CBLP) Maintenance Crew certificate trainings to increase the number of Hampton Roads workforce trained to properly maintain green infrastructure and ensure resilient practices continue to function as designed. This effort focuses on upskilling of an existing Hampton Roads workforce currently employed by local governments and institutions to perform landscape-, grounds management and stormwater-maintenance. During the training seminar, trainees will not construct any stormwater practices. The first pilot training will be held at Mid-Atlantic Horticultural Short-Course (MAHSC). The second training will be held in Norfolk and co-hosted with the City as a “lunch and learn” pilot.

Requirements:

- For the purposes of this work a “Hampton Roads trainee” is:
 - An individual who resides in Hampton Roads
 - An individual who may reside outside Hampton Roads but is employed in Hampton Roads by a business/non-profit based in Hampton Roads

Task 2.4 Deliverables

- 2.4.1: Demonstrate completion of training materials for piloting in Hampton Roads at the Mid-Atlantic Horticultural Short Course by providing to RISE a list of materials in a signed and dated letter certifying completion.
- 2.4.2: Summary report indicating the number of CBLP certificates awarded to Hampton Roads Maintenance Crew trainees, and demographics of participants, success of delivery model, lessons learned, and next steps.
- 2.4.3: Summary report indicating the number of CBLP certificates awarded to Hampton Roads Maintenance Crew trainees through the “lunch and learn” pilot model, demographics of participants, success of delivery model, lessons learned, and next steps.

Task 2.4 Subtasks

- 2.4.1: Development/refinement of maintenance crew training materials
- 2.4.2: Delivery of maintenance crew training workshop #1
- 2.4.3: Delivery of maintenance crew training workshop #2

Task 2.4 Completion Timeline

- 2.4.1: Nov. 19, 201
- 2.4.2: Jan. 31, 2020
- 2.4.3: Aug. 31, 2020

Task 2.5: Green Infrastructure Coastal Plain and Resiliency Workshops (5)

Awardee will work with HWE, CBLP, Hampton Roads local governments, regional green infrastructure experts, and/or the Hampton Roads Planning District Commission to execute 5 professional development workshops focused on green infrastructure and resilience learning objectives. Workshop dates and deliverable dates will be established at the beginning of each Workshop planning stage and RISE will be

billed upon completion of each workshop. During the workshops, trainees will not construct any stormwater practices.

Requirements:

- For the purposes of this work a “Hampton Roads trainee” is:
 - An individual who resides in Hampton Roads
 - An individual who may reside outside Hampton Roads but is employed in Hampton Roads by a business/non-profit based in Hampton Roads
- In order to qualify for payment associated with any of the deliverables for this task, Awardee must have successfully completed the task deliverables associated with the workshop recruitment, planning, and delivery (see below).
- All workshops will be offered in Hampton Roads with recruitment focused on Hampton Roads trainees and ½ of available registration spots reserved for those professionals, professionals from outside the region may attend and participate.

Task 2.5 Deliverables

- 2.5.1: A summary report documenting: Workshop 1 agenda, location, date and activities, total number of Virginia Beach Staff who attended, lessons learned/outcomes, intake registration forms to include: name, affiliation, job title, annual income level, residence address, business/non-profit address, and sign in sheets from each day of training.
- 2.5.2: A summary report documenting: Workshop 2 agenda, location, date and activities, Hampton Roads Trainee recruitment activities, total number of registered and trained people, total number of registered and trained Hampton Roads trainees, lessons learned/outcomes, intake registration forms from the 2-day workshop.
- 2.5.3: A summary report documenting: Workshop 3 agenda, location, date and activities, Hampton Roads Trainee recruitment activities, total number of registered and trained people, total number of registered and trained Hampton Roads trainees, lessons learned/outcomes, intake registration forms from the 2-day workshop.
- 2.5.4: A summary report documenting: Workshop 4 agenda, location, date and activities, Hampton Roads Trainee recruitment activities, total number of registered and trained people, total number of registered and trained Hampton Roads trainees, lessons learned/outcomes, intake registration forms from the 2-day workshop.
- 2.5.5 a): A letter provided to RISE, signed by Wetlands Watch Program Manager and contractor, HWE certifying completion of this subtask and summarizing the following:
 - a list of planning sessions, attendees, and findings
 - scope of work, schedule, and estimated cost for video production
 - list of video topics agreed upon by the planning entities
- 2.5.5 b): A report summarizing number and content of videos produced, public release dates, and partner contributions (in-kind and financial).
- 2.5.5 c): A summary report documenting: Workshop 5 agenda, location, date and activities, total number of people who attended, intake registration forms to include: name, affiliation, job title, annual income level, residence address, business/non-profit address, and sign in sheets from each

day of training, lessons learned, outcomes, and next steps, local partner/host contributions (in-kind and financial).

Task 2.5 Subtasks

- 2.5.1: Planning and delivery of workshop #1: intro to green infrastructure for facility management
- 2.5.2: Planning and delivery of workshop #2: advanced resiliency design
- 2.5.3: Planning and delivery of workshop #3: resource protection area (RPA)
- 2.5.4: Planning and delivery of workshop #4 - financing green infrastructure
- 2.5.5a-c: Planning and scoping - RPAs & green infrastructure outreach workshop #5 for citizens; Development of educational videos - RPAs & green infrastructure outreach workshop for citizens; Delivery of workshop #5 - RPAs & green infrastructure outreach workshop for citizens

Task 2.5 Completion Timeline

- 2.5.1: Est. Jan. 2020
- 2.5.2: Est. Aug. 2020
- 2.5.3: Est. Nov. 2020
- 2.5.4: Est. Feb. 2021
- 2.5.5a-c: Est. Spring – Fall 2020

Task 2.6 Green Infrastructure Workforce Youth/Entry Level Training – CBLP-Associate (CBLP-A) (3)

Awardee will pilot the CBLP-A Program with CBLP and three local partners: Kellam High School in Virginia Beach (Kellam), Virginia Beach Technical and Career Education Center (VoTech), and Elizabeth River Project (ERP) to establish Hampton Roads CBLP-A program partners with dedicated training locations in Hampton Roads and build a cadre of Hampton Roads CBLP-A Trainees.

CBLP-A (Chesapeake Bay Landscape Professional Associate) is an entry level green infrastructure workforce development certificate course, intended to provide an introduction and consistent training in green infrastructure and sustainable landscaping for young people. The program delivered through partners in schools, job skills development programs, and others, across the Chesapeake Bay region.

Task 2.6 Deliverables

- 2.6.1: Preliminary summary of activities, signed agreement documents, preliminary estimate of number of trainees registered, and proposed schedule of program events and meetings.
- 2.6.2: Progress report on number of partner staff trained/engaged, final learning objectives that each partner will focus on in their lunch and learns and student activities, number of trainees registered for CBLP-A, and lessons learned.
- 2.6.3: Progress report on number youth trained as CBLP-A's and lessons learned through implementation with Kellam and VoTech.
- 2.6.4: Progress report on number youth trained as CBLP-A's and lessons learned through implementation with ERP.

Task 2.6 Subtasks

- 2.6.1: Program planning and customization
- 2.6.2: Train the trainer session with partners
- 2.6.3: Implementation of CBLP-A program with Kellam and VoTech
- 2.6.4: Implementation of CBLP-A program with the Elizabeth River Project

Task 2.6 Completion Timeline

- 2.6.1 – 4: February 2020 – August 2020

Task 2.7 Marketing, Outreach and Recruitment

Due to intertwined nature of the trainings and workshops, all community and stakeholder outreach, market research, marketing and recruitment, and website updates for Tasks 2.2 – 2.6 will be conducted under this task.

Task 2.7 Deliverable

- Monthly reports summarizing efforts and outcomes associated with the community and stakeholder outreach, market research, marketing and recruitment, and website updates for Tasks 2.2 – 2.6

Task 2.7 Subtasks and ODCs

- 2.7.1: Marketing, outreach, recruitment and market research, and website updates for delivery of Tasks 2.2-2.6
- 2.7.2: Marketing and outreach-related supplies for delivery of Tasks 2.2-2.6

Task 2.7 Completion Timeline

- December 31, 2021

Task 2.8 - Administration

This task includes recurring administrative activities, including invoicing, contracting, accounting/bookkeeping and monthly progress reporting.

Task 2.8 Deliverable

- A brief monthly report (due on the 10th of each month for a previous month) summarizing progress across tasks. The report should also provide updates on press coverage, press releases, interviews, community presentations regarding this award and mentioning RISE, photos/videos for social media, updates on new partnerships, new funding sources related to this award, and other business successes.
- Final Report Summarizing program metrics achieved, barriers and successes, and next steps

Task 2.8 Subtasks

- 2.8.1: Administration, bookkeeping, invoicing, contracting and reporting

Task 2.8 Completion Timeline

- December 31, 2021

Budget

TASK	DESCRIPTION	RIF COST
Task 2.2 - Collaboratory Knowledge Dissemination Resilience Projects		
Task 2.2 Subtasks		
2.2.1a	Collaboratory project #1 - planning, scoping and research	\$2,125
2.2.1b	Collaboratory project #2 - planning, scoping and research	\$2,125
2.2.1c	Collaboratory project #3 - planning, scoping and research	\$2,125
2.2.1d	Collaboratory project #4 - planning, scoping and research	\$2,125
2.2.2a	Collaboratory project #1 - final knowledge dissemination report	\$1,688
2.2.2b	Collaboratory project #2 - final knowledge dissemination report	\$1,688
2.2.2c	Collaboratory project #3 - final knowledge dissemination report	\$1,687
2.2.2d	Collaboratory project #4 - final knowledge dissemination report	\$1,687
Task 2.2 Deliverable Subtotal		\$15,250
Task 2.3 - Green Infrastructure Workforce Development CBLP Level 1 Trainings		
Task 2.3 Subtasks		
2.3.1a	Planning and delivery of the first Level 1 training	\$3,300
2.3.2a	Proctor exams, grading, and certification process for the first Level 1 training	\$1,500
2.3.1b	Planning and delivery of the second Level 1 training	\$3,300
2.3.2b	Proctor exams, grading, and certification process for the second Level 1 training	\$1,500
2.3.1c	Planning and delivery of the third Level 1 training	\$3,300
2.3.2c	Proctor exams, grading, and certification process for the third Level 1 training	\$1,500
Task 2.3 Deliverable Subtotal		\$16,200
Task 2.4 - Green Infrastructure Workforce Development Maintenance Crew Trainings		
Task 2.4 Subtasks		
2.4.1	Development/refinement of maintenance crew training materials	\$1,750
2.4.2	Delivery of maintenance crew training workshop #1	\$2,532
2.4.3	Planning and delivery of maintenance crew training workshop #2	\$600
Task 2.4 Deliverable Fee Subtotal		\$4,882
Task 2.5 - Green Infrastructure Coastal Plain and Resiliency Workshops		
Task 2.5 Subtasks		
2.5.1	Planning and delivery of workshop #1 - intro to green infrastructure for facility mg.	\$1,180
2.5.2	Planning and delivery of workshop #2 - advanced resiliency design	\$8,351
2.5.3	Planning and delivery of workshop #3 - resource protection area (RPA)	\$5,332
2.5.4	Planning and delivery of workshop #4 - financing green infrastructure	\$5,332
2.5.5a	Planning and scoping - RPAs & green infrastructure outreach workshop #5 for citizens	\$2,000
2.5.5b	Development of educational videos - RPAs & green infrastructure outreach workshop for citizens	\$3,702
2.5.5c	Delivery of workshop #5 - RPAs & green infrastructure outreach workshop for citizens	\$2,000
Task 2.5 Deliverable Subtotal		\$28,017
Task 2.6 - Green Infrastructure Workforce Youth/Entry Level Training - CBLP-Associate		
Task 2.6 Subtasks		
2.6.1	Program planning and customization	\$5,850
2.6.2	Train the trainer session with partners	\$2,332
2.6.3	Implementation of CBLP-A program with Kellam and VoTech	\$5,627
2.6.4	Implementation of CBLP-A program with Elizabeth River Project	\$3,337
Task 2.6 Deliverable Fee Subtotal		\$17,806
Task 2.7 - Marketing, Outreach, Recruitment		
Task 2.7 Subtasks		
2.7.1	Marketing, outreach, recruitment for tasks 2.2 - 2.6	\$13,760
Task 2.7 Deliverable Fee Subtotal		\$13,760
Task 2.7 Other Direct Costs (ODCs)		
2.7.2	Marketing and outreach-related supplies	\$1,100
Task 2.7 ODCs Fee Subtotal		\$1,100
Task 2.8 - Administration		
Task 2.8 Subtasks		
2.8.1	Administration, bookkeeping, invoicing, contracts and reporting	\$32,760
Task 2.8 Deliverable Fee Subtotal		\$32,760
RIF Phase 2 - Innovation Commercialization Assistance Program (ICAP)		\$10,500.00
RIF Phase 2 - Amendment 1 Total Deliverables		\$11,725.00
RIF Phase 2 - Amendment 2 Total Deliverables		\$134,675.00
RIF Phase 2 Total ODCs		\$1,100.00
RIF Phase 2 TOTAL AMOUNT		\$158,000.00

Awardee

By: _____

Name: _____

Title: _____

Date: _____

Coastal Community Resilience, Inc., DBA RISE

By: Paul Robinson

Name: Paul A. Robinson

Title: Executive Director, RISE

Date: 10/14/19